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Chief, Services Branch, A&M

1 December 1947

Executive for Administration and Management

Amendment of Table of Organization of Central  
Records Division, Services Branch, A&M

12-5-47  
EK 12-8-47  
MS 12-8-47  
24-12-20-47

1. The Table of Organization of the Central Records  
Division, Services Branch, A&M is amended as follows:

Add to Office of Chief:

File Analyst -- CAF-9  
File Analyst -- CAF-7

Delete from Messenger Unit, Central Mail Section:

2 Head Messengers -- CPC-4

2. This amendment does not change the personnel ceiling  
established for the Services Branch in memorandum of 19 Novem-  
ber 1947.

3. It is recommended that one of the newly established  
file analyst positions remain unencumbered until the other  
position becomes operative and the workload for these positions  
can be defined more specifically.

FOR THE DIRECTOR OF CENTRAL INTELLIGENCE:

  
Executive for  
Administration and Management

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Attachment:

2-pg T/O, Central Records Dvn, Services Br.

cc: Personnel Branch, A&M, (2)  
Budget & Finance Branch, A&M, (1) ✓

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